

Activity X.V.1.4

X.V1.4	Monitor to ensure that the required ratio of front-line supervisors to MPRPDs is established and maintained so that there may be direct and effective supervision in keeping with the generally accepted police practices. (Table 23)
Due Date	Eighteen (18) months after the approval of the Action Plan.
TCA Assessment	Pending review.
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	<p>Timeframe: not due yet</p> <p>Whether the Commonwealth of Puerto Rico is in compliance cannot be assessed during this reporting period because the timeframe is not due yet</p>

Compliance Tables for Administrative Complaints

Action Plan

Section XI: Administrative Complaints, Internal Investigations, and Discipline

Requirements: 159 to 204

Section I. Policy & Procedure Development

Activity XI.I.1.1

XI.I.1.1	Develop an Administrative Order to create a Public Information Program regarding the filing of administrative complaints and posters and flyers informing people how to file administrative complaints
Due Date	June 2015
TCA Assessment	PRPD has developed the Administrative Order and created posters explaining the complaint process, has updated their website to also outline the complaint process, and has advertised in the newspaper. TCA will obtain the media contract as an example of proof of compliance.

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Recommendations	<p>In the public information literature and the posters there is clause, "Complaint letters will also be accepted but must be the original (no copies) and contain an original signature," which at minimum contradicts their practice of accepting complaints from all sources in any format. This may be construed to be a deterrent to filing written complaints. The TCA recommends that all relating literature not contain this clause, and that it is also clear that signatures are optional.</p> <p>During the 6th reporting period PRPD advised the Superintendent intends to revise the complaint requirement</p> <p>Continue review in accordance with Agreement requirements</p>
TCA Rating	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

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Activity XI.I.1.2

XI.I.1.2	Develop a Collaborative Agreement between the Puerto Rico Police Department and the Puerto Rico Department of Justice to establish a procedure for the PRPD to consult with the District Attorney's Office in order to determine whether to continue or suspend an administrative investigations to avoid affecting a criminal proceeding and safeguard the constitutional rights of subject of a criminal investigation
Due Date	August 2017
TCA Assessment	NOT YET DUE
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not due yet Whether the Commonwealth of Puerto Rico is in compliance cannot be assessed during this reporting period because the timeframe is not due yet

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Activity XI.I.1.3

XI.I.1.3	Review Regulations 6506 entitled "Regulations to Process Administrative Complaints against Members of the Force and Civilian Personnel who Work at the PRPD" to adopt the new " Regulations to Receive, Process, and Manage Administrative Complaints ," which will specify the process and mechanisms available for the receipt, tracking, processing, and final disposition of any administrative complaint that is submitted.
Due Date	October 2015
TCA Assessment	PRPD advised that the Regulation 6506 has been approved in 2016.
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in full compliance with this detailed step of the Action Plan

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Activity XI.I.1.4

XI.I.1.4	Develop the Administrative Complaint Investigation Procedures Manual, which will establish that, when investigating, all pertinent evidence will be taken into consideration and all investigative findings must be consistent with the facts and be supported by a preponderance of the evidence
Due Date	December 2015
TCA Assessment	PRPD advised that Manual has been completed but awaiting approval consistent with the ALPU (Uniform Administrative Law of Puerto Rico)
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.I.2.1

XI.I.2.1	Review Regulations 4216 entitled "Puerto Rico Police Department Personnel Regulations" to establish the Code of Ethics and Conduct, identify minor and major violations and impose disciplinary actions.
Due Date	January 2016
TCA Assessment	PRPD has published the Code of Ethics and Conduct on its website, and it is out for public comments and awaits the signature from the Secretary of State of Puerto Rico
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.I.2.2

XI.I.2.2	Develop an Administrative Order for Supervisors on the Investigation, Management, and Adjudication of Minor Violations that establishes the procedure supervisors are to follow when they learn about improper conduct by a PRPD employee and authorizing them to investigate and take appropriate non-punitive corrective action or recommend disciplinary action when appropriate.
Due Date	March 2016
TCA Assessment	See 2.1 (above). Waiting for approval of Regulation 4216
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.I.2.3

XI.I.2.3	Develop an Administrative Order to create the Puerto Rico Police Department Personnel Assistance and Support Program through which some of the corrective, non-punitive measures available will be established
Due Date	July 2016
TCA Assessment	TCA must confirm with the General Services Administration concerning this policy; not within SARP control In 6 th period PRPD advised Administrative Order has been published in 2017, but this is not a SARP issue
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.I.3.1

XI.I.3.1	Review General Order 2010-14 entitled "Creation of the Office of the Assistant Superintendent for Professional Responsibility" establishing internal recruitment requirements, selection criteria, and performance evaluation criteria for continued assignment to SARP
Due Date	May 2015
TCA Assessment	PRPD has revised the General Oder that has been approved and appears on their website. See GO 100-114 During 6 th period, PRPD advised this activity is undergoing annual review
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in full compliance with this detailed step of the Action Plan

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Activity XI.I.4.1

XI.I.4.1	Review Regulations 6403 entitled "Controlled Substance Detection Program for Puerto Rico Police Department Officials and Employees Regulations" to include the requirement of detecting anabolic steroids
Due Date	December 2016
TCA Assessment	PRPD will check Regulation 6403 to determine if anabolic steroids has been added to program as a drug to be detected for employee use. During 6 th period, PRPD advised the law is still pending
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

Activity XI.II.1.1

XI.II.1.1	<p>1.1 The Office of the Assistant Superintendent for Education and Training will create¹ a Multi-topic Training Program to train SARP and OLA personnel on the procedure to receive, classify, process, and manage a complaint for improper conduct and the process of investigating administrative complaints. The Program will begin with training on the following topics:</p> <ul style="list-style-type: none"> a. criminal law; b. criminal procedure; c. evidence; d. constitutional rights; e. criminal investigation techniques; f. administrative investigation techniques; g. cybercrime; h. on-scene work; i. criminal photography; j. preparation of files and reports. <p>After the approval of the Training Program and the incorporation of the recommendations, the SAEA will continue providing training on the topics corresponding to the following policies: (Table 10)</p> <ul style="list-style-type: none"> k. training on the procedure to follow on parallel administrative and criminal investigations
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¹ See Appendix B – Training Development Process

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	<ul style="list-style-type: none"> l. training on the new "Regulation to Receive, Process, and Manage Administrative Complaints"; m. training on the Administrative Complaint Investigation Procedures Manual; n. training on the Public Information Program regarding the Filing of Administrative Complaints; o. training on the Code of Ethics and Conduct that will be used to determine minor and major offenses and impose disciplinary sanctions; p. training on the Administrative Order for the Investigation, Management, and Adjudication of Minor Offenses by Supervisors; and q. training on the amendments to the Controlled Substances Detection Program for Officials and Employees of the Puerto Rico Police Department Regulations in relation to detecting anabolic steroids.
Due Date	SEE SCHEDULES B & C
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.1.2

XI.II.1.2	Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended, the SAEA will have its certified instructors simultaneously train fifty percent (50%) of SARP and OLA personnel . The remaining fifty percent (50%) of the MPRPDs will be trained within the following twelve (12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval
Due Date	SEE SCHEDULES B & C
TCA Assessment	PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.2.1

XI.II.2.1	The SAEA will create a multi-topic course to train the personnel who perform management and supervisory duties on the procedure supervisors are to follow when they learn that a citizen intends to file an administrative complaint, the time frames supervisors have to hand in a complaint filed for their consideration, and their authority to investigate and take non-punitive corrective or disciplinary measures when they learn about minor offenses or violations of PRPD policies. The responsibilities of high-ranking officers in relation to the evaluation of the investigations, the corrective measures to be taken, and the identification of deficiencies will be part of the training, which will also include learning about the duty to document and inform the SARP about improper conduct, the consequences of refusing to accept a complaint or providing false or deceitful information about a complaint for improper conduct, and the prohibition against retaliating in any way against an MPRPD who reports improper conduct
Due Date	See Appendix B
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.2.2

XI.II.2.2	During the twelve (12) months following the final approval of the training material and the incorporation of the recommended changes, the SAEA will simultaneously train fifty percent (50%) of the personnel who perform management and supervisory duties through instructors it has certified. The SAEA will train the remaining MPRPDs who perform supervisory duties during the following twelve (12) months, once the training of the first group has been completed. Training will begin in accordance with the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent after SAEA approval.
Due Date	SEE SCHEDULES B & C
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.2.3

XI.II.2.3	<p>The PRPD will begin by training Supervisors who belong to the following work units:</p> <p>2.3.1 Members of Joint Forces (SAIC);</p> <p>2.3.2 Personnel assigned to Zones of Excellence (SAOC);</p> <p>2.3.3 Division of Tactical Operations – DTO (SAOC);</p> <p>2.3.4 Division of Special Weapons and Tactics – SWAT (SAOC);</p> <p>2.3.5 Bureau of Highway and Traffic Patrols (SAOC);</p> <p>2.3.6 Bureau of Drugs, Narcotics, Vice Control, and Illegal Weap.</p> <p>2.3.7 Bureau of Vehicle Theft Investigations (SAIC);</p> <p>2.3.8 Special Arrests and Extraditions Division (SAIC);</p> <p>2.3.9 Criminal Investigations Corps – CIC (SAIC);</p> <p>2.3.10 Canine Division, K-9 (SAIC); and</p> <p>2.3.11 Motorized Unit (SAOC).</p>
Due Date	See Appendix C

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TCA Assessment	PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.2.4

XI.II.2.4	<p>The PRPD will continue training Supervisors who belong to Districts and Precincts, taking the following into consideration: (Table 13)</p> <p>2.4.1 number of use of force incidents per location;</p> <p>2.4.2 number of domestic violence incidents per location;</p> <p>2.4.3 number of interventions with intoxicated persons;</p> <p>2.4.4 number of arrests made;</p> <p>2.4.5 number of traffic stops;</p> <p>2.4.6 number of administrative complaints for the following: illegal or unreasonable arrests or detentions; use of unjustified force; physical coercion or psychological violence against an arrestee; illegal or unreasonable searches and seizures; discrimination; unjustified or excessive assault; assault against MPRPDs; domestic violence; sexual harassment; and obstructing, preventing, or interrupting the legal exercise of freedoms.</p>
Due Date	Appendix C
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.3.1

XI.II.3.1	The SAEA will create a multi-topic course to train PRPD personnel on the requirement to report any conduct perceived as improper, the consequences of refusing to accept a complaint or providing false information, their duty to cooperate with any administrative investigation pursuant to the ruling in the case of <i>Garrity v. New Jersey</i> , and the existing mechanisms to file complaints for improper conduct or report the good performance of any MPRPD
Due Date	See Appendix B
TCA Assessment	PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

Activity XI.II.3.2

XI.II.3.2	During the twelve (12) months following the final approval of the training material and the incorporation of the recommended changes, the SAEA will simultaneously train fifty percent (50%) of PRPD personnel through instructors it has certified. The SAEA will train the remaining fifty percent (50%) of Puerto Rico Police Department personnel during the following twelve (12) months, once the training of the first group has been completed. Training will begin in accordance with the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent after SAEA approval
Due Date	See Appendix C
TCA Assessment	PEDNING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.3.3

XI.II.3.3	<p>The PRPD will begin by training PRPD personnel who belong to the following work units:</p> <p>3.3.1 Members of Joint Forces (SAIC);</p> <p>3.3.2 Personnel assigned to Zones of Excellence (SAOC);</p> <p>3.3.3 Division of Tactical Operations – DTO (SAOC);</p> <p>3.3.4 Division of Special Weapons and Tactics – SWAT (SAOC);</p> <p>3.3.5 Bureau of Highway and Traffic Patrols (SAOC);</p> <p>3.3.6 Bureau of Drugs, Narcotics, Vice Control, and Illegal Weapons (SAIC);</p> <p>3.3.7 Bureau of Vehicle Theft Investigations (SAIC);</p> <p>3.3.8 Special Arrests and Extraditions Division (SAIC);</p> <p>3.3.9 Criminal Investigations Corps – CIC (SAIC);</p> <p>3.3.10 Canine Division, K-9 (SAIC); and</p> <p>3.3.11 Motorized Unit (SAOC).</p>
Due Date	SEE SCHEDULES B & C

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TCA Assessment	PENDING REVEIW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.3.4

XI.II.3.4	<p>The PRPD will continue training PRPD personnel who belong to Districts and Precincts, taking the following into consideration:</p> <ul style="list-style-type: none"> 3.4.1 number of use of force incidents per location; 3.4.2 number of domestic violence incidents per location; 3.4.3 number of interventions with intoxicated persons; 3.4.4 number of arrests made; 3.4.5 number of traffic stops; and 3.4.6 number of administrative complaints for the following: illegal or unreasonable arrest or detention; use of unjustified force; physical coercion or psychological violence against an arrestee; illegal or unreasonable searches and seizures; discrimination; unjustified or excessive assault; assault against MPRPDs; domestic violence; sexual harassment; and obstructing, preventing, or interrupting the legal exercise of freedoms.
Due Date	SEE SCHEDULES B & C

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TCA Assessment	PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.4.1

XI.II.4.1	The Division of Psychology and Social Work will develop the design of the informational session to inform PRPD personnel who perform supervisory and administrative duties about how to manage stress to prevent critical incidents and the support and mental health services available to them and their families.
Due Date	See Appendix B
TCA Assessment	PEDNING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.4.2

XI.II.4.2	During the twelve (12) months following the final approval of the training material and the incorporation of the recommended changes, the SAEA will simultaneously train fifty percent (50%) of PRPD personnel who perform supervisory and administrative duties through instructors it has certified. The remaining fifty percent (50%) of the personnel will be trained during the following twelve (12) months, once the training of the first group has been completed. Training will begin in accordance with the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent after SAEA approval
Due Date	See Appendix C
TCA Assessment	PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.II.4.3

XI.II.4.3	<p>The PRPD will begin by training PRPD personnel who perform supervisory and administrative duties who belong to the following work units:</p> <p>4.3.1 Members of Joint Forces (SAIC);</p> <p>4.3.2 Personnel assigned to Zones of Excellence (SAOC);</p> <p>4.3.3 Division of Tactical Operations – DTO (SAOC);</p> <p>4.3.4 Division of Special Weapons and Tactics – SWAT (SAOC);</p> <p>4.3.5 Bureau of Highway and Traffic Patrols (SAOC);</p> <p>4.3.6 Bureau of Drugs, Narcotics, Vice Control, and Illegal Weapons (SAIC);</p> <p>4.3.7 Bureau of Vehicle Theft Investigations (SAIC);</p> <p>4.3.8 Special Arrests and Extraditions Division (SAIC);</p> <p>4.3.9 Criminal Investigations Corps – CIC (SAIC);</p> <p>4.3.10 Canine Division, K-9 (SAIC); and</p> <p>4.3.11 Motorized Unit (SAOC).</p>
Due Date	SEE SCHEDULES B & C
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

Activity XI.II.4.4

XI.II.4.4	<p>The PRPD will continue training PRPD personnel who perform supervisory and administrative duties who belong to Districts and Precincts, taking the following into consideration:</p> <ul style="list-style-type: none"> 4.4.1 number of use of force incidents per location; 4.4.2 number of domestic violence incidents per location; 4.4.3 number of interventions with intoxicated persons; 4.4.4 number of arrests made; 4.4.5 number of traffic stops; and 4.4.6 number of administrative complaints for the following: illegal or unreasonable arrest or detention; use of unjustified force; physical coercion or psychological violence against an arrestee; illegal or unreasonable searches and seizures; discrimination; unjustified or excessive assault; assault against MPRPDs; domestic violence; sexual harassment; and obstructing, preventing, or interrupting the legal exercise of freedoms.
Due Date	SEE SCHEDULES B & C
TCA Assessment	PENDING REVIEW

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Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.III.1.1

XI.III.1.1	The Office of the Assistant Superintendent for Managerial Services and its Bureau of Technology and Bureau of Human Resources will call upon SARP and OLA to evaluate the Information System they must acquire. SARP and OLA will identify the needs of the work units involved in the process of recording and evaluating complaints for improper conduct for receiving, processing, and resolving them.
Due Date	February 2016
TCA Assessment	PRPD has contracted with a consulting firm for Information Technology needs. During 6 th period, PRPD advised the firm is called Consulting 2 Success
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.III.1.2

XI.III.1.2	After making an inventory of the MPRPD files, SARP, OLA, and SASG, with its Bureau of Technology and Bureau of Human Resources, will establish the procedures to digitalize improper conduct investigation records for a minimum of five (5) years after the MPRPD has been discharged from the Agency
Due Date	May 2016
TCA Assessment	PRPD has not digitized its records, but are working with their IT consultant (Consultant 2 Success) concerning this requirement. During 6 th period, PRPD advised this activity is part of the C2S contract
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.III.1.3

XI.III.1.3	Digitalize the physical files of employees with administrative complaints and dispose of the rest, as identified during the inventory process. The digitalization process will be carried out in accordance with the Protocol developed by the PRPD Bureau of Technology together with the SARP
Due Date	December 2017
TCA Assessment	NOT YET DUE
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.III.1.4

XI.III.1.4	The Bureau of Technology will evaluate the current conditions of its automated systems and those that are in the process of being acquired or implemented to determine if they can be modified to meet the needs raised by SARP and OLA
Due Date	February 2017
TCA Assessment	PRPD working with their IT consultant (Consultant 2 Success) concerning this requirement. SARP has been involved in the discussions During 6 th period, PRPD advised the C2S will review this activity
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.III.1.5

XI.III.1.5	Discuss the requirements for the development of the automated system with technology consultants or companies so that they can evaluate their ability to provide their services to the PRPD
Due Date	April 2017
TCA Assessment	PRPD working with their IT consultant (Consultant 2 Success) concerning this requirement
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.III.1.6

XI.III.1.6	Request formal proposals from technology consultants or companies for the development of the information system, which will be evaluated by a Committee created to select the contractor
Due Date	June 2017
TCA Assessment	PRPD working with their IT consultant (Consultant 2 Success) concerning this requirement. Document request-----see if they put out a contract and for what
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XI.III.1.7

XI.III.1.7	Once the Proposal to develop the Administrative Complaints Information System is awarded, the selected consultant or company must meet the terms and conditions included in the Proposal.
Due Date	18 months after Proposal award date
TCA Assessment	PRPD working with their IT consultant (Consultant 2 Success) concerning this requirement
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.III.1.8

XI.III.1.8	Train SARP and OLA personnel in the use of the Administrative Complaints Information System to record the receipt and processing of complaints for improper conduct as established in the Information Systems and Technology Compliance Area Action Plan.
Due Date	18 months after Information System design is completed
TCA Assessment	PRPD working with their IT consultant (Consultant 2 Success) concerning this requirement
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe: not yet due Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be assessed

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Activity XI.IV.1.1

XI.IV.1.1	The PRPD will use the various mass media available to develop a Promotion Plan to inform communities about their rights and the mechanisms available to file complaints for improper conduct against MPRPDs. Communities will also be informed about the alternatives available to recognize their good service. This activity will be developed together with the Community Engagement and Public Information Compliance Area
Due Date	September 2015
TCA Assessment	In addition to PRPD's efforts to publicize procedures for citizen complaints, PRPD also created form PPR 888 to capture citizen compliments of officers. During 6 th period, PRPD advised they are still using Form PRR 888
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in full compliance with this detailed step of the Action Plan

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Activity XI.IV.2.1

IV 2.1	The PRPD Division of Psychology will provide psychological and therapeutic services to treat cases referred through the Program (Personnel Assistance and Support Program)
Due Date	March 2017
TCA Assessment	<p>TCA will check with the PRPD Division of Psychology to determine the contours of this program. This is not within SARP control</p> <p>During 6th period, PRPD advised the Employee Assistance Program (PAE) was approved February 2017.</p>
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

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Activity XI.IV.2.2

XI. IV.2.2	The SAEA will re-train employees who have been referred through the Program after identifying a deficiency in their performance that can be corrected through re-training. This activity will be part of the Training Action Plan .
Due Date	SEE SCHEDULES B & C
TCA Assessment	This will become part of the PRPD Early Intervention System once developed. TCA will also confirm with SAEA about the training materials for this program. PENDING REVIEW
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	See Training Action Plan

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Activity XI.IV.3.1

XI.IV.3.1	SARP will conduct a study to determine the number of employees needed to investigate administrative complaints within the parameters established in the corresponding policies
Due Date	February 2016
TCA Assessment	SARP is conducting an assessment of their workload and personnel. However, they also await a scientific department-wide human resource study. See Paragraph 13 of the Agreement
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	Timeframe was not met The Commonwealth of Puerto Rico is in non-compliance with this detailed step of the Action Plan

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Activity XI.IV.3.2

IV 3.2	Conduct an internal recruitment process to identify possible candidates to be assigned to the SARP
Due Date	May 2016
TCA Assessment	<p>SARP will await a department-wide human resource study before creating specific recruitment materials, which would include designing ideal job qualifications.</p> <p>During 6th period, PRPD advised SARP currently has position openings</p>
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	<p>Timeframe was not met</p> <p>The Commonwealth of Puerto Rico is in non-compliance with this detailed step of the Action Plan</p>

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Activity XI.IV.3.3

IV 3.3	Carry out personnel selection and internal transfer processes to provide the necessary personnel to the SARP
Due Date	August 2016
TCA Assessment	<p>SARP will await a department-wide human resource study before creating specific recruitment materials, which would include designing ideal job qualifications.</p> <p>During 6th period, PRPD advised a General Order was approved to transfer officers into SARP listing entry requirements.</p>
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	<p>Timeframe was not met</p> <p>The Commonwealth of Puerto Rico is in non-compliance with this detailed step of the Action Plan</p>

Activity XI.V.1.1

V 1.1	<p>The PRPD, through the Office of Reform, will use various data collection strategies and conduct periodic, specific, and random monitoring of the different activities, operations, services, investigations, and training courses, among others they provide, starting with Zones of Excellence and gradually continuing through all thirteen (13) Police Areas and Offices of Assistant Superintendents, such as: (Table 31)</p> <p>a. Using the Training Plan and Training Announcement issued by the SAEA for each of the courses to identify their start date, the time Police Areas and the corresponding Offices of Assistant Superintendents will have to complete it, and the work units that will be given training priority. The Training Plans for each of the thirteen (13) Police Areas and Offices of Assistant Superintendents, as approved by the SAEA, will also be considered to check the specific dates during which each training course identified in this Action Plan will be offered. The Office of Reform will verify that MPRPDs are participating in scheduled training courses by using the above-mentioned sources and the attendance records for each course.</p>
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	<ul style="list-style-type: none"> b. Making random visits to each of the thirteen (13) Police Areas and Offices of Assistant Superintendents using the Training Plan approved by the SAEA for each training course developed for this compliance area in order to guarantee that PRPD personnel are being trained in keeping with the training materials approved by the Technical Compliance Advisor. c. Verifying that complaints sent to SARP are assigned for investigation within no more than five (5) business days. d. Corroborating that any person can file a complaint through the various means available. e. Visiting each of the thirteen (13) Administrative Complaint Investigation Divisions to randomly review files to verify that administrative investigations are being completed within no more than ninety (90) days from the receipt of the complaint. If complaints exceed said period, the file must include the authorization for an extension. f. Randomly reviewing administrative complaint files sustaining an allegation in order to check that the PRPD is notifying the respondent of the decision and corresponding disciplinary measure no later than thirty (30) days after the decision that the allegation is sustained.
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	<p>g. Randomly reviewing administrative complaint files to corroborate that the recommendation for each of the complaints is one of the following final dispositions: unfounded, sustained, not sustained, or exonerated.</p> <p>h. Randomly reviewing administrative complaint files to corroborate that for every complaint received at the SARP, the complainant was given written notice of the complaint number assigned, the investigator assigned the complaint, any extensions granted, the final disposition and any non-punitive disciplinary measure or action applied, and the right to request a review of the final disposition.</p> <p>i. Making random visits to command offices, districts, precincts, posts, and units in the thirteen (13) Police Areas and Offices of Assistant Superintendents to corroborate that the guidance posters on how to file complaints and recognitions are visible and that they have forms PPR-111 and PPR-888 available.</p>
Due Date	May 2016

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TCA Assessment	<p>This is the umbrella task and responsibility for complaint intake and investigation for the Reform Unit as it relates to the Reform Unit ensuring accountability within PRPD. The enumerated activities identify with specificity how the Reform Unit will examine implementation of the intake, investigation, and timeliness of all complaints through field on-site audits and inspections.</p> <p>During 6th period, PRPD advised that this Unit now has 1 Captain, 3 First LTs, 2 Second LTs, 3 Sgts, and 4 Agents</p>
Recommendations	Continue review in accordance with Agreement requirements
TCA Rating	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

Compliance Tables for Community Interaction

Action Plan

Section XII. Community Interaction and Public

Information Requirements: 205 to 217

XII.I.1.1	Review General Order, Chapter 800, Section 801, entitled "Functioning of the Central Committee and the Area community interaction councils with the Puerto Rico Police Department" (hereinafter OG 801) establishing the way in which its members will review and evaluate the policies and procedures. (Table 1)
Due Date	March 2015
TCA Assessment	During this period, the TCA conducted the annual review of the General Order 800-801: Citizens Interaction Committees. After being revised, it was approved by the TCA in March 2017.
Recommendations	Continue review in accordance with Agreement requirements.
Compliance	Timeframe was met The Commonwealth of Puerto Rico is in full compliance with this detailed step of the Action Plan

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XII. I.3.2	Review General Order 2005-7, entitled "Reorganization and Re-naming of the Public Information Office as the Press Office" to establish the manner in which to communicate the information in ongoing investigations or incidents, through the media, including social media, websites, and other electronic platforms, in accordance with the best and generally accepted practices, and with the principles of community policing. (Table 4)
Due Date	June 2016
TCA Assessment	<p>-The review process of this policy began last semester.</p> <p>-The General Order 2005-7: Reorganization and Re-naming of the Public Information Office as the Press Office, became General Order 100-125: Press Office and General Order 600-634: Dissemination of Incident Information. Both policies were approved by the TCA in the month of December 2016.</p> <p>-As a result of the reaction of the media of both orders, they have been subjected to a new review process where the recommendations given by the press should be considered.</p> <p>-In May 2017, review meeting of General Order 100-125: Press Office was held. The TCA presented its comments and recommendations at that meeting.</p> <p>-As for General Order 600-634: Dissemination of Incident Information, TCA has not received a new draft of this policy during the period covered by this report.</p>
Recommendations	Continue review in accordance with Agreement requirements.
Compliance	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in full compliance with this detailed step of the Action Plan</p>

XII.II.3.1	<p>The Auxiliary Superintendency for Education and Training will create a Multi-Topic Training Program for the personnel that works at the Central Press Office, in the Areas, and for the high-ranking officers of the PRPD, about the dissemination of public information and about incidents or ongoing investigations from a community perspective, and said training will include practical police Q & A scenarios before the press. The Program will include the following topics: (Table 7)</p> <ul style="list-style-type: none"> 1.1.1. freedom of the press 1.1.2. right to privacy 1.1.3. defamation and libel 1.1.4. ethics in the dissemination of information 1.1.5. what and when something is public information 1.1.6. importance of the media in solving criminal cases 1.1.7. dissemination of public information in ongoing situations 1.1.8. protecting victim and witness Information 1.1.9. drafting press releases 1.1.10. oral communication in the media 1.1.11. use of electronic media to disseminate public information 1.1.12. image portrayed in the media, and 1.1.13. media management and interviews.
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Due Date	Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process.
TCA Assessment	The processes related to this activity have been stopped, until the following policies are approved again: General Order 100-125: Press Office and General Order 600-634: Dissemination of Incident Information. Make reference to the information provided in the activity I.3.2.
Recommendations	Continue review in accordance with Agreement requirements.
Compliance	Timeframe was not met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

XII.II.3.2	<p>The Auxiliary Superintendency for Education and Training will create training for the personnel that carries out management and supervisory duties at the PRPD about the dissemination of public information and about incidents or ongoing investigations from a community perspective, and said training will include practical police Q & A scenarios before the press. The Program will include the following topics: (Table 8)</p> <ul style="list-style-type: none"> 1.1.1. freedom of the press 1.1.2. right to privacy 1.1.3. defamation and libel 1.1.4. ethics in the dissemination of information 1.1.5. what and when something is public information 1.1.6. importance of the media in solving criminal cases 1.1.7. dissemination of public information in ongoing situations 1.1.8. protecting victim and witness information 1.1.9. oral communication in the media 1.1.10. image portrayed in the media, and 1.1.11. media management and interviews.
Due Date	<p>Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process.</p>

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TCA Assessment	The processes related to this activity have been stopped, until the following policies are approved again: General Order 100-125: Press Office and General Order 600-634: Dissemination of Incident Information. Make reference to the information provided in the activity I.3.2.
Recommendations	Continue review in accordance with Agreement requirements.
Compliance	Timeframe was not met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

Compliance Tables for Information and Technology

Action Plan

Section XIII: Information and Technology

Systems Requirements: 218 to 224

Section I. Policy & Procedure Development

Activity XIII.I.1.1

<p>XIII.1.1.1 1 – 11</p> <p>(Table 1)</p>	<p>1.1 Collaborate in the development of the Administrative Order that will create the Public Information Program regarding the filing of administrative complaints, as well as the posters and fliers informing people how to file administrative complaints. This policy will form part of the Administrative Complaints Compliance Area Action Plan.</p> <p>The policy was signed on November 2, 2015. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.2 Collaborate in the revision of General Order 2000-3, entitled "Controls on the Use, Filing, and Final Disposition of Incident Reports (NIBRS) at the Puerto Rico Police Department". This policy will form part of the Equal Protection and Non-Discrimination Compliance Area</p>
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	<p>Action Plan.</p> <p>The policy was signed on January 1, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.3 Collaborate in the review of General Order 2007-1 "Duties and Responsibilities of the Sex Crimes and Child Abuse Divisions". This policy will be part of the Equal Protection and Non-Discrimination Compliance Area Action Plan.</p> <p>The policy was signed on April 21, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.4 Collaborate in the review of Regulations 6506, entitled "Regulations for the Processing of Administrative Complaints against Members of the Force and Civilian Personnel who Work at the PRPD" to adopt the new "Regulations for Receiving, Processing, and Managing Administrative Complaints". This policy will form part of the Administrative Complaints Compliance Area Action Plan.</p> <p>The policy was signed on October 31, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.5 Collaborate in the development of the General Order for Hate Crime Data Collection and Management. This policy will be part of the Equal Protection and Non-Discrimination Compliance Area Action Plan.</p>
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	<p>The policy was signed on October 13, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.6 Collaborate in the development of the protocol for the digital recording and storage of communications generated between immediate supervisors and MPRPDs through the Command Center and Radio Control communication channels. This policy will form part of the Searches and Seizures Compliance Area Action Plan.</p> <p>The policy was signed on October 13, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.7 Collaborate in the revision of General Order 2010-1, entitled "Reorganization of the Internal Audit Office". This policy will form part of the Supervision and Administration Compliance Area Action Plan.</p> <p>The policy was signed on November 1, 2016. The Commonwealth of Puerto Rico is in full compliance in this detailed step of the Action Plan)</p> <p>1.8 Collaborate in the revision of General Order 2008-3 entitled, "Rules and Procedures for the Evaluation of MPRPDs and Classified Personnel". This policy will form part of the Supervision and Administration Compliance Area Action Plan.</p>
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	<p>The policy is under evaluation by DPS. The Commonwealth of Puerto Rico is in partial compliance in this detailed step of the Action Plan)</p> <p>1.9 Collaborate in the development of policy to protect the copyrights of the PRPD in the creation of policies, training courses, posters, and printed and/or electronic media. This policy will form part of the Policies and Procedures Compliance Area Action Plan.</p> <p>The policy is being evaluated by the LPAU. The Commonwealth of Puerto Rico is in partial compliance in this detailed step of the Action Plan)</p> <p>1.10 Collaborate in the development of a General Order for the Creation of the Early Identification System (EIS). This policy will be part of the Supervision and Administration Compliance Area Action Plan.</p> <p>Planned submission to TCA scheduled for October 2017. Timeframe: not due yet</p> <p>1.11 Collaborate in the development of a Procedures Manual for the Use of the Early Identification System (EIS). This policy will form part of the Supervision and Administration Compliance Area Action Plan.</p> <p>Planned submission to TCA scheduled for November 2017. Timeframe: not due yet</p>
Due Date	Varied
TCA Assessment	<p>BT continues to collaborate with all elements of PRPD in these areas</p> <p>Note: that these tasks are found primarily in other AP Areas.</p>
Recommendations	Continue Collaboration between TCA and PRPD
TCA Rating	n/a

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Activity XIII.I.1.2

XIII.I.1.12 Table 1	1.12 Review General Order Chapter 100, Section 101, entitled "Reorganization of the Office of the Assistant Superintendent for Managerial Services", in order to efficiently and effectively adapt it to the implementation of the Agreement
Due Date	August 2016
TCA Assessment	The Superintendente signed the GO on January 2017
Recommendations	Implement & Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in full compliance with this detailed step of the Action Plan

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Activity XIII.I.1.3

XIII.I.1.3 Table 2	1.13 Develop a General Order establishing the processes and procedures of the Bureau of Technology for updating and implementing the information and technology systems infrastructure, including hardware, software, and communications. Additionally, establish IT governance methodology and processes in keeping with the best practices. (Table 2)
Due Date	August 2016
TCA Assessment	The General Order 100-123 invokes necessary roles and responsibilities for the BT and therefore throughout the other AP's and Decree. It was signed January 23, 2017
Recommendations	Implement & Monitor. BT must execute IAW the GO and the PRPD must resource and enforce the intent of the GO. Special attention must be placed on the distribution of requirements definition in other offices and accountability for managing to successful outcomes regarding system development, training, data collection etc. Follow up monitoring requires evidence of this behavior. Reforma and CIO claim that the final decision on the DPS standup (DHS Equivalent) is a pacing gate for fullest implementation of the above.
TCA Rating	Timeframe was met The Commonwealth of Puerto is in full compliance with this detailed step of the Action Plan

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Activity XIII.I.2.1

XIII.I.2.1 Table 3	2.1 Review General Order 73-13, entitled "Rules and Procedures for Walkie-Talkie Use, Control, and Identification", to standardize the radio communications of the PRPD in terms of security and efficiency by establishing the duties and responsibilities of Agency employees when using and managing radio communications, as well as the activities that are carried out at a radio station, including the duties and limitations of the operator. Additionally, establish guidelines and safety procedures for radio frequency use. (Table 3)
Due Date	October 2016 -- Signed Jan 13, 2017
TCA Assessment	Complete, recommend close
Recommendations	Implement & Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in full compliance with this detailed step of the Action Plan

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Activity XIII.I.2.2

XIII.I.2.2 Table 4	2.2 Establish a Collaborative Agreement with the agencies that make up the Interoperability System and the PRPD in order to facilitate the interconnection of the inter-agency communications infrastructures and create a network that will enable the uninterrupted exchange of information through data, radio, video conference, fax, or telephone communication. This collaborative agreement will be updated as new technologies related to the interoperability systems arise. (Table 4)
Due Date	Nov 2016
TCA Assessment	<p>This task is important to the ongoing transformation. Obstacles listed such as "gathering people to meet" are NOT obstacles. They are tasks surmountable through management intervention and attention. Budget Obstacles at the working level are understandable but must be addressed by PRPD leadership. Re-use of budget restrictions, as a means for not accomplishing tasks is "convenient" but not adequate. Monitor Comment -- According to Reforma POC this task was proposed to be moved under the Puerto Rico DPS (DHS equivalent) via a request on 1/29/17 to TCA and DoJ.</p> <p>Reforma Comment -- "PRPD submit a proposal to the TCA and DOJ on those matters, based on a meeting about this action plan activity on December. In addition, Article (1.15) of the Puerto Rico Department of Public Safety Act (Act 20-2017) establishes the interoperability of the agencies."</p>
Recommendations	Prioritize work and complete tasks. Employ proposed solutions. The law determining scope of authority is not the same as an MOU or MOA defining an operating agreement and the services exchanged
Compliance	<p>Timeframe was not met</p> <p>The Commonwealth of Puerto is in non-compliance with this detailed step of the Action Plan</p>

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Activity XIII.I.2.3

XIII.I.2.3 Table 5	2.3 Review General Order 97-16, entitled "Reorganization of the San Juan Command Center and the Radio Command Centers of the Police Areas and Establishment of Work Guidelines for the 9-1-1 Emergency System", to redefine their duties and responsibilities, taking into consideration the technological advances that have been positively developed and implemented in the information and communication systems of the agency. Additionally, update the processes and procedures established in the PRPD for the 9-1-1 Emergency System. (Table 5)
Due Date	December 2016
TCA Assessment	IT Monitor recommended approval on 5/21/2017.
Recommendations	Superintendente Sign, Implement & Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in partial compliance with this detailed step of the Action Plan

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Activity XIII.I.3.1

XIII.I.3.1 Table 6	3.1 Develop a General Order for the Use and Handling of Portable Recording Devices for the MPRPDs to establish guidelines for the recording, review, use, distribution, and storage of incident recordings, as well as the duties and responsibilities of the MPRPDs who use said equipment. Additionally, guide the processes and procedures for the Supervisors that are needed when interviewing and recording the statements of complainants and witnesses during the investigation of complaints regarding inappropriate use of force or improper conduct or behavior of the MPRPDs. (Table 6)
Due Date	May 2017
TCA Assessment	IT Monitor comment; Partial Signature October 20, 2016 on GO 400-402 But Standard Operating Procedures Manual is required which will need to be reviewed by Monitor. Draft policy received in Reforma for review and edit on 4/26/2017. Reforma comment: draft policy will be sent to TCA on 5/31/2017.
Recommendations	Task must be completed
Compliance	Timeframe was met The Commonwealth of Puerto is in partial compliance with this detailed step of the Action Plan

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Activity XIII.I.4.1

XIII.I.4.1 Table 7	4.1 Review General Order, 2003-25, entitled "Rules and Controls for the Use of the Computerized Systems of the Puerto Rico Police Department", in order to update the processes and procedures that have been incorporated into the information systems, communications, and technology services developed and implemented at the PRPD. (Table 7)
Due Date	October 2016 Signed December 19, 2016.
TCA Assessment	GO 400-403 signed
Recommendations	Implement & Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in full compliance with this detailed step of the Action Plan

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Activity XIII.I.4.2

XIII.I.4.2 Table 8	4.2 Develop User Manual for the Computer Systems of the Puerto Rico Police Department, in order to update the processes and procedures that have been incorporated into the information systems, communications, and technology services developed and implemented at the PRPD. (Table 8)
Due Date	January 2017 Signed December 19, 2016
TCA Assessment	GO 400-403 signed
Recommendations	Implement and Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in full compliance with this detailed step of the Action Plan

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Activity XIII.I.4.3

XIII.I.4.3 Table 9	4.3 Develop a General Order establishing the Central Crime Data Collection Repository ³ (CIW), in order to implement guidelines to collect and distribute statistics about the incidents registered at the PRPD. Additionally, incorporate the processes and procedures needed to analyze and distribute the information about the criminal activity in all of the pertinent operational and administrative units of the Agency. (Table 9)
Due Date	Feb 2017 -- IT Monitor recommended approval on 5/21/2017
TCA Assessment	This is a major and significant component of being able to collect and assess data relevant to compliance with the Decree and eventual transformation. Completion of the GO signals a commitment to policy. Implementation of CIW and commitment of the resources needed remains to be seen.
Recommendations	Implement and Monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto is in partial compliance with this detailed step of the Action Plan

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Activity XIII.I.4.4

XIII.I.4.4	4.4 Develop a Manual for the Use and Handling of the Central Crime Information Warehouse (CIW). (Table 10)
Table 10	
Due Date	March 2017
TCA Assessment	4/25/17 PRPD submitted to TCA in March 2017, TCA responded with comments on 4/13. PRPD has not received DOJ Comments. 5/1 Reforma comment -- PRPD will ask for the approval memo from TCA.
Recommendations	Continue to monitor
Compliance	Timeframe was met The Commonwealth of Puerto is in partial compliance with this detailed step of the Action Plan

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Section II. Training Development Objectives**Activity XIII.II.1.1**

XIII.II.1.1 Table 14	1.1 Develop training for the administration, configuration, and diagnosis of radio communication equipment, geared towards the personnel of the Communications Division of the Bureau of Technology and Communications of the PRPD, (Table 14)
Due Date	Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process
TCA Assessment	GO 400-404 replaces 73-13. SAEA is lead and will use agents to develop training and to conduct the training. GO signed Jan 2017. Per Diaz, as of 4/25, waiting for training material from SAEA and then TCA approval. Training start is projected for 7/12/2017 based on policy approval on Jan 13, 2017, per decree, 50% to be trained 7/18, 100% trained by 7/19. Reforma comment: The design and training development are expected to be submitted to the TCA for approval on time.
Recommendations	Continue to monitor
TCA Rating	Timeframe: not due yet Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be determined yet

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Activity XIII.II.1.2

XIII.II.1.2 Table 15	1.2 Develop training for the use and handling of the radio communication equipment at the PRPD, geared towards the MPRPDs. (Table 15)
Due Date	Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process .
TCA Assessment	GO 400-404 replaces 73-13. SAEA is lead and will use agents to develop training and to conduct the training. GO signed Jan 2017. Per Diaz, as of 4/25, waiting for training material from SAEA and then TCA approval. Training start is projected for 7/12/2017 based on policy approval on Jan 13, 2017, per decree, 50% to be trained 7/18, 100% trained by 7/19. Reforma comment: The design and training development are expected to be submitted to the TCA for approval on time.
Recommendations	Continue to monitor
TCA Rating	Timeframe: not due yet Whether the Commonwealth of Puerto Rico is in compliance with this detailed step of the Action Plan cannot be determined yet

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Activity XIII.II.1.4

XIII.II.1.4 Table 17	1.4 Develop training for the administration and diagnosis of the computer system at the Puerto Rico Police Department, geared towards the personnel of the Technology Division of the Bureau of Technology and Communications of the PRPD, (Table 17)
Due Date	May 2017 Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process .
TCA Assessment	GO 400-403 signed Dec 19, 2016. Training start projection June 2017. First 50% trained is targeted June 2018, second 50% targeted June 2019.
Recommendations	Continue to monitor
TCA Rating	Pending

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Activity XIII.II.1.5

XIII.II.1.5 Table 18	Develop training on the Manual for the Use and Handling of the Computerized Systems of the Puerto Rico Police Department, geared toward the MPRPDs and the employees of the PRPD classified system. (Table 18)
Due Date	Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process .
TCA Assessment	Projected start of training is June 2017, 50% complete June 2018, 100% June 2019
Recommendations	Continue monitoring
TCA Rating	Pending

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Activity XIII.II.1.6-8

<p>XIII. II.1 (.6, .7, 8)</p> <p>Tables 19, 20, 21</p>	<p>Develop training on the Manual for the Use and Handling of the Central Repository for Crime Data Analysis (CIW) at the Puerto Rico Police Department, aimed at the MPRPDs and the employees of the PRPD classified system assigned to the Center for the Analysis of Criminal Activity and Crime Monitoring; the Criminal Intelligence Collection, Analysis, and Dissemination Center, the Crime Statistics Division, as well as for the employees who collect statistical data in the Police Areas. (Table 19)</p> <p>Develop training on accessing and using the Information Systems of the National Crime Information Center (NCIC) and the Integrated Crime Registry (ICR) geared toward the MPRPDs. (Table 20). Policy projected June 2017</p> <p>Develop training on accessing and using the criminal activity map, geared toward the MPRPDs. (Table 21). Due date Projected Policy submit October 2017</p>
Due Date	Designing training courses corresponding to policies will begin once the policy has been approved and signed in accordance with the process established in Appendix B – Training Design Process .
TCA Assessment	
Recommendations	Continue monitoring
TCA Rating	Pending

Section III. Training Implementation Objectives

Activity XIII.III.3.7

<p>XIII. III.1.3.7, III.1.4, III.1.5, III.1.6, III.1.7, III.1.10</p> <p>Table 22, 23, 24, 25, 26 , 27</p>	<p>1.3.7 The training courses to be implemented will cover the following topics:</p> <ul style="list-style-type: none"> a) use and handling of radio communications equipment; (Table 22) b) use and handling of portable recording devices for the MPRPDs; (Table 22) c) use and handling of the computerized systems of the Puerto Rico Police Department (Table 22) <p>1.4 Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended, the SAEA will have its certified instructors simultaneously train fifty percent (50%) on the administration, configuration, and diagnosis of radio communications equipment. The remaining fifty percent (50%) of the employees assigned to the Communications Division will be trained within the following twelve (12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval. (Table 23)</p> <p>1.5 Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended,</p>
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	<p>the SAEA will have its certified instructors simultaneously train fifty percent (50%) the employees assigned to the Technology Division on the administration and diagnosis of the computerized systems of the Puerto Rico Police Department. The remaining fifty percent (50%) of the employees assigned to the Technology Division will be trained within the following twelve (12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval. (Table 24)</p> <p>1.6 Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended, the SAEA will have its certified instructors simultaneously train fifty percent (50%) of the MPRPDs and the employees of the PRPD classified system assigned to the Center for the Analysis of Criminal Activity and Crime Monitoring; the Criminal Intelligence Collection, Analysis, and Dissemination Center; the Crime Statistics Division, as well as the employees who collect statistical data in the Police Areas on the Manual for the Use and Handling of the Central Crime Information Warehouse (CIW). The remaining fifty percent (50%) of the MPRPDs will be trained within the following twelve (12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval. (Table 25)</p> <p>1.7 Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended, the SAEA will have its certified instructors simultaneously train fifty percent (50%) of all MPRPDs on the Use and Handling of the Information Systems of the National Crime Information Center (NCIC) and the Integrated Crime Registry (ICR). The remaining fifty percent (50%) of the MPRPDs will be trained within the following twelve</p>
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	<p>(12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval. (Table 26)</p> <p>1.10 Within the twelve (12) months following the final approval of the training material and the incorporation of the changes recommended, the SAEA will have its certified instructors simultaneously train fifty percent (50%) of all MPRPDs on the Use and Handling of the Crime Mapping Application Software. The remaining fifty percent (50%) of the MPRPDs will be trained within the following twelve (12) months, once the training of the first group has been completed. Training will begin on the date indicated in the Announcement issued by the SAEA and the Training Plan provided by each Police Area and Office of the Assistant Superintendent upon SAEA approval. (Table 27)</p>
Due Date	The trainings will be implemented as stated in Appendix C– Training Implementation Process .
TCA Assessment	Per Monitor Youngs -- PRPD has yet to provide TCA with adequate evidence of materials concerning handling of radio communications equipment
Recommendations	
TCA Rating	Pending

Section IV. Information and Technology Systems Development and Implementation Objectives

Activity XIII.IV.1.1

XII.IV.1.1 Table 28	1.1 Develop an information system to support the implementation of the Action Plans of the compliance areas included in the Agreement. This system will be used to follow up on the activities identified in the Action Plans, including their descriptions, start, and the final progress of each effort that is carried out, as well as the specific repetitions for each process established in the approved General Orders and forms. (Table 28)
Due Date	October 2016
TCA Assessment	Demonstrated to TCA Monitors on May 24-25, 2017. This deliverable was jointly developed with the IT Monitor and is being implemented by Reforma. It is a "living management tool. It is critically dependent on the finalization of the English translation of the Consolidated Action Plans which as of 5/26/2017 has not yet been released by PRPD.
Recommendations	Release the Final Consolidated AP's in English. Manage, revise and monitor
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XIII.IV.1.2

<p>XIII.IV.1.2</p> <p>Table 29</p> <p>See also Search and Seizure table 5.</p>	<p>1.2 Develop and implement the Information System for the collection of the computer-aided Dispatch system (CAD). This information system will be used to collect data and information about the incidents reported in all of the offices and divisions of the Puerto Rico Police Department. Additionally, the system will include as a basis the forms approved by the PRPD, such as: the Complaint Card (PPR-84) and the Incident Report (PPR-468), the Traffic Accident Report (PPR-93 and 94) in electronic format, among others, as well as the different forms for the operational, investigative, and administrative activities of the MPRPDs. This system will be initially implemented in the Zones of Excellence and then gradually throughout all of the Puerto Rico Police Department. This activity is included in the Equal Protection and Non-Discrimination Action Plan. (Table 29)</p>
<p>Due Date</p>	<p>36 months (once the NIBRS and any other policy that may affect the system are ready)</p>
<p>TCA Assessment</p>	<p>CAD is in operation and CAD Mobile is in pilot although without training materials. As such full rollout is being held in abeyance. According to PRPD the CAD Mobile system is in partial use and is limited by the lack of formal training provided by SAEA.</p> <ul style="list-style-type: none"> • NIBRS manual is approved (Jan 2016 GO was approved). • The CAD Mobile manual is not yet approved. Reforma states that its in TCA for review

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	<ul style="list-style-type: none"> • Superintendente will sign after TCA. • Next phase of CAD Mobile pilot could begin August 2017 with CAD.
Recommendations	SAEA prioritize CAD Mobile curricula development. Follow Through with CAD Mobile implementation
TCA Rating	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

Activity XIII.IV.1.2.1

XIII.IV.1.2.1, Table 30	1.2.1 Develop an information sub-system or module for the collection, storage, and distribution of data and information related to the activation and mobilization of specialized tactical units (STUs) that will include operational and tactical plans, as well as the requirement to report after each activity in which they have participated. This sub-system will provide the scheduled reports needed to review unit activations and mobilizations and identify the MPRPDs that belong to said units. Once per year, the PRPD shall conduct a full analysis of use-of-force incidents in order to identify significant trends and fix the deficiencies that are found, in accordance with the law and the best accepted police practices. Therefore, the system will be modified and adapted to any changes that affect the collection and distribution of data and information. This activity is included in the Equal Protection and Non-Discrimination Action Plan . (Table 30)
Due Date	36 months (once the NIBRS and any other policy that may affect the system are ready)
TCA Assessment	<p>NIBRS manual is approved (Jan 2016 GO was approved).</p> <p>Reform states manual is not yet approved and was reviewed and by TCA (Soler). TCA approval memo pending. Superintendente will sign after TCA.</p> <p>At this point the 36 month clock will begin however Mobile CAD is already in Pilot. Maybe go live in august 2017 with CAD. TCA (Romero) – subsystem is done but training manual is not complete because the NIBRS manual is not complete.</p>
Recommendations	Review Pilot status and forms in July and August with PRPD
Compliance	<p>Timeframe: not due yet</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

Activity XIII.IV.1.2.2

<p>XIII.IV. 1.2.2</p> <p>Table 31</p> <p>See also Search and Seizure table #5</p>	<p>1.2.2 Develop an information sub-system or module for the collection of data and information related to incidents that lead to arrests and searches, using the forms approved for said purposes (PPR-853, entitled "Plan to Carry Out Arrests/Detentions and Searches/Seizures" and PPR-880, entitled "MPPRPD Incident Report Narrative"). Once per year, the PRPD shall conduct a full analysis of the information on the searches and seizures it conducted, in order to identify significant trends and fix the deficiencies that are found, in accordance with the law and the best accepted police practices. Therefore, the system will be modified and adapted to any changes that affect the collection and distribution of data and information. This activity is included in the Equal Protection and Non-Discrimination Action Plan. (Table 31)</p>
<p>Due Date</p>	<p>36 months (once the NIBRS and any other policy that may affect the system are ready)</p>
<p>TCA Assessment</p>	<p>NIBRS manual is approved (Jan 2016 GO was approved).</p> <p>Reform states manual is not yet approved and was reviewed and by TCA (Soler). TCA approval memo pending. Superintendente will sign after TCA.</p> <p>At this point the 36 month clock will begin however CAD is already in Pilot. May go live in August 2017 with CAD.</p>
<p>Recommendations</p>	<p>Review Pilot status and forms in July and August with PRPD</p>
<p>Compliance</p>	<p>Timeframe: not due yet</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

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Activity XIII.IV.1.2.3

XIII.IV.1.2.3 Table 32	1.2.3 Update and/or incorporate the forms approved by the PRPD needed for collection of data and information about incidents, which provide statistics, in order to add the processes and mechanisms needed to effectively organize the police work by the police, with local diagnostics, work plans for the problem areas that are identified, monitoring, permanent follow-up, and internal evaluation. These operational forms will be updated whenever changes that may affect it are made to the policy or procedure. Additionally, if the need to collect data and information about statistics needed for the operational, investigative, and/or administrative area were to arise, it will be included in the maintenance of the system for its corresponding evaluation and inclusion in the annual budget. This activity is included in the Equal Protection and Non-Discrimination Action Plan . (Table 32)
Due Date	36 months (once the NIBRS and any other policy that may affect the system are ready)
TCA Assessment	<p>NIBRS manual is approved (Jan 2016 GO was approved).</p> <p>Reform states manual is not yet approved and was reviewed and by TCA (Soler). TCA approval memo pending. Superintendente will sign after TCA.</p> <p>At this point the 36 month clock will begin however CAD is already in Pilot. May go live in august 2017 with CAD.</p>
Recommendations	Review Pilot status and forms in July and August with PRPD
TCA Rating	<p>Timeframe: not due yet</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>

Activity XIII.IV.1.4

<p>XIII.IV.1.4</p> <p>Table 35</p>	<p>1.4 Develop and implement an information sub-system for keeping digitized, complete, and precise records of the curricula, teaching plans, and other materials used to develop trainings and re-training courses at the SAEA. This sub-system will enable document storage by category and access level. This activity is included in the Training Action Plan. (Table 35)</p> <p>The focus and scope of the information system that will be developed to maintain digitized, complete, and precise records of the curricula, teaching plans, and other materials used to develop training and re-training courses are described in the following phases:</p>
Due Date	December 2016
TCA Assessment	In development but needs to be merged with HR system (Kronos)
Recommendations	Continue effort
TCA Rating	<p>Timeframe was not met</p> <p>The Commonwealth of Puerto Rico is in non-compliance with this detailed step of the Action Plan</p>

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Activity XIII.IV.1.5

XIII.IV.1.5 Table 36	1.5 Develop and implement an information sub-system to offer virtual (online) training and/or re-training, in order to maximize MPRPD service time and provide greater accessibility and flexibility so that they may fulfill their work commitments without affecting the performance and quality of the services they offer to the community. This activity is included in the Training Compliance Area Action Plan . (Table 36)
Due Date	12 months after the corresponding policies have been approved.
TCA Assessment	Contract for on-line training awarded to Natl Univ College. Work started to develop training packages. Reforma comment: the first ten (10) courses are expected to start on September 2017. A list of the courses will be provided as soon as possible.
Recommendations	Continue monitoring
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XIII.IV.1.6

XIII.IV.1.6 Table 37	1.6 Develop an information system or module for the digital recording and storage of communications generated between immediate supervisors and MPRPDs through the Command Center and Radio Control channels that have been used to communicate the elements of probable cause for which a MPRPD made a felony arrest for obstruction of justice or resisting arrest. This information sub-system will be implemented in the offices and divisions of the PRPD where necessary, as established in the operational and/or administrative orders of each department, together with the Bureau of Technology and Communications. This activity is included in the Searches and Seizures Action Plan . (Table 37)
Due Date	18 months after the corresponding policy has been approved.
TCA Assessment	As of 5/25/17 -- GO 400-402, Policy was approved 10/20/2016. April 2018 system is due department wide. In San Juan the legacy system exists but there is no new system since the decree. CIO has requested to buy new systems and infrastructure.
Recommendations	Continue monitoring
TCA Rating	Timeframe: not due yet The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

Activity XIII.IV.1.7

XIII.IV.1.7 Table 38	1.7 Develop an information system or module to digitally record and store incident-related videos captured in the portable recording devices, and the recordings collected by supervisors based on the statements of complainants and witnesses taken as part of the investigation of complaints about inappropriate use of force or improper conduct. This information sub-system will be implemented in the offices and divisions of the PRPD where necessary, as established in the operational and/or administrative orders of each office and division, together with the Bureau of Technology and Communications. (Table 38)
Due Date	18 months after the corresponding policy has been approved.
TCA Assessment	Policy is due in May 2017
Recommendations	
TCA Rating	Timeframe: not due yet The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XIII.IV.1.8

XIII.IV.1.8 Table 39	Develop an information system or module to collect and distribute data and information about alliances created, activities, specific problems addressed, measures adopted and obstacles faced by the PRPD, as well as recommendations for future improvements. This sub-system will serve as basis for the annual report on the alliances that have been created, the activities that have been carried out, and the measures adopted by the PRPD, among other matters. Additionally, the information collected through this mechanism will serve as a work tool for the Office of the Superintendent and related units of the PRPD. This information sub-system will be implemented in the offices and divisions of the PRPD where necessary, as established in the operational and/or administrative orders of each office and division, together with the Bureau of Technology and Communications. This activity is included in the Community Engagement and Public Information Action Plan . (Table 39).
Due Date	January 2017
TCA Assessment	Application in Testing
Recommendations	
TCA Rating	Timeframe was met The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan

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Activity XIII.IV.1.10

XIII. IV.1.10 Table 44	1.10 Create a Virtual Library on the PRPD website where all current policies and procedures, and the different forms will be published and indexed in a way that PRPD employees can easily access them and that the general public may also access them, as long as they do not contain confidential information. This activity is included in the Policies and Procedures Action Plan . (Table 44)
Due Date	6 months after the approval of the Administrative Order creating the Virtual Library of the PRPD.
TCA Assessment	Pending finalization all policies before implemented. Agreement between Reforma, TCA and DOJ
Recommendations	
TCA Rating	Timeframe: not due yet Whether the PRPD is in full, partial, or not compliance cannot be assessed during this reporting period.

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Activity XIII.IV.1.10

XIII.IV.1.11 Table 45	1.11 Create a section in the PRPD Virtual Library where people in the community can submit comments about the policies and procedures signed by the Superintendent, to be analyzed by the Policy and Procedure Section attached to the Office of Reform, and incorporate them during the annual review, as applicable. This activity is included in the Policies and Procedures Action Plan . (Table 45)
Due Date	3 months after the approval of the Administrative Order creating the PRPD Virtual Library.
TCA Assessment	Pending finalization all policies before implemented. Agreement between Reforma,
Recommendations	
Compliance	Timeframe: not due yet Whether the PRPD is in full, partial, or not compliance cannot be assessed during this reporting period.

Section V. Self Assessment Objectives**Activity XIII.V**

<p>XIII.V, Table 46</p>	<p>1. To make sure that services have been provided in an equitable, respectful, and unbiased manner, guarantee that PRPD personnel are being trained in accordance with the policies, procedures, and approved training materials, and know whether or not the community's trust in the PRPD has increased and whether solid relationships have been developed with the community, various self-assessment mechanisms will be adopted to measure the level of compliance with the Agreement for the Sustainable Reform of the PRPD and to identify the aspects that need to be corrected and improved.</p> <p>Activities:</p> <p>1.1 The PRPD, through the Office of Reform, will use various data collection strategies and will conduct periodic, specific, and random monitoring of the different activities, operations, services, investigations, training courses, among others provided by the PRPD, starting with Zones of Excellence and gradually continuing through all thirteen (13) Police Areas and Offices of Assistant Superintendents, such as: (Table 46)</p> <ul style="list-style-type: none"> a. Review all components of information and technology systems infrastructure in functional and operational terms, at the General Headquarters and throughout the entire PRPD. b. Inspect the use and handling of the information systems implemented throughout the PRPD. c. Pay random visits to the PRPD units and divisions to evaluate their information and technology systems needs for the implementation of
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	<p>the Agreement.</p> <p>d. Corroborate the correct use of the electronic forms developed for the information systems established in the action plans of the different Compliance Areas.</p> <p>e. Conduct preventive inspections of computer and electronic equipment to identify potential flaws or breakdowns that could affect the safety of MPRPDs in operational and field activities.</p> <p>f. Review the distribution of documents, data, and information in the PRPD website to ensure that they are always updated and available for citizens, entities, and agency employees.</p> <p>g. Evaluate the safety of the data and information distributed in the information systems developed or acquired by the PRPD.</p> <p>h. Review the hardware and software inventory, use licenses of service providers, information systems, and any other technology related to the technological infrastructure of the PRPD.</p>
Due Date	NA
TCA Assessment	Continue monitoring
Recommendations	
Compliance	<p>Timeframe was met</p> <p>The Commonwealth of Puerto Rico is in partial compliance with this detailed step of the Action Plan</p>